



UNITED STATES MARINE CORPS
III MEF HEADQUARTERS GROUP
III MARINE EXPEDITIONARY FORCE, MARFORPAC
UNIT 35607
FPO AP 96606-5607

GruO 5300
CO

23 JAN 2001

III MEF HEADQUARTERS GROUP ORDER 5300

From: Commanding Officer

To: Distribution List

Subj: FLEET ASSISTANCE PROGRAM (FAP) BILLET ASSIGNMENTS AND
RESPONSIBILITIES WITHIN III MEF HEADQUARTERS GROUP

(a MARCORBASESJAPANO 5300.2A

(1 FAP billet assignments for III MHG
MCCs 1C1, 1F6, 116, 1G7

(2) Copy of Encl (5) of ref (a),
Administration of the FAP Agreement

1. Purpose. To assign FAP billets within III MEF Headquarters Group in order to comply with the reference.

2. Information

a. This Order contains manning assignments, listed as enclosure (1), and administrative instructions, listed as enclosure (2), for the Fleet Assistance Program in support of Marine Corps Base, Camp Smedley D. Butler, Okinawa, Japan.

b. Billet assignments per unit within III MHG are categorized by MCC. Total assignments reflect MCCs' T/O strength and MOS availability of billets required to fill

(1) Billet assignments will be for a minimum of six months unless otherwise noted in enclosure (1). Waivers for the minimum assignment length will be considered on a case-by-case basis.

(2) Personnel filling billet must possess required grade at time of assignment. Assignments and inclusive dates of FAP commitment are made official by the III MHG S-1 only.

(3) Personnel assigned to FAP billets will match required grade and MOS per enclosure (1), and will have at least seven months remaining on station when assigned to the FAP. Requests for exceptions will be submitted in writing to the III MHG S-1 Officer, and will be approved in writing case-by-case.

(4) Personnel assigned to FAP billets will enter a TAD non-funded status, coordinated between the III MHG S-1 and Consolidated Personnel Administration Centers.

3. Action. All actions are effective immediately.

a. Commanding Officers of 7th Communication Battalion (MCC 1G7), 3d Intelligence Battalion (MCC 116), and MHG Headquarters and Service Company (MCCs 1C1 and 1F6).

(1) Ensure all assigned billets are filled at all times. Rotate assignments within your unit at your discretion within the parameters of this Order.

(2) Submit full name, SSN, MOS, pay grade and expected rotation date within assigned billet to the III MHG S-1 no later than two weeks prior to a billet vacancy.

(3) Ensure the administrative instructions contained in enclosure 2), as applicable to your command, are adhered to.

b. S-1 Officer, III MEF Headquarters Group

(1) Control all FAP assignments listed in this Order.

(2) Receive personnel information of billet fills from subordinate commands, and coordinate with Consolidated Personnel Administration Centers for orders to MCB Camp S.D. Butler.

(3) Notify subordinate command administrative offices and executive officers of pending billet vacancies no later than one month in advance of an expected vacancy.

(4) Act as the sole point of contact between III MHG and both MCB administrative personnel and CG III MEF G-1 personnel for all FAP related issues, to include de-FAPd personnel.


M. C. O'NEAL

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